



CITY OF ATLANTA

Job Announcement

ZONING INSPECTOR

STARTING SALARY: \$31,534

Salary Grade: 13

Applications Accepted From: May 16, 2005 until May 27, 2005

Minimum Job Requirements

Persons applying must have a high school diploma (or GED) and two years of planning, zoning, or related experience including considerable public contact. Equivalent combinations of training, and experience will be determined under prescribed guidelines.

Licenses and Certificates

Persons applying for this position must possess a valid Georgia driver's license, verifiable at the time of application. Persons selected for this position must obtain certification as a Special Police Officer within eighteen (18) months of appointment to retain employment.

Duties of the Job:

This employee inspects, interprets, and enforces the zoning ordinance and codes of the City of Atlanta; inspects property to enforce zoning ordinances and codes; investigates complaints regarding code violations; prepares reports, correspondence, and other documents; issues summons to municipal court and appears in court to represent the City; prepares citations, official notices, trial briefs, and maintains files; attends Board of Zoning Adjustment meetings, Neighborhood Planning meetings, and civic meetings as a representative of the City; etc.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, Gender Identity or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.

The Examination For This Job Will Consist Of An Evaluation Of Applicant Training And Experience.